

LYNDON CITY COUNCIL
REGULAR MEETING MINUTES OF
August 17, 2015

The Lyndon City Council met in regular session on Monday, August 17, 2015, 7:00 p.m., at City Hall.

1. CALL TO ORDER: Mayor Smith called the meeting to order.

- a) City Clerk called roll of the City Council. Mayor Brandon Smith and members Doug Watson, Chris Cole, Bill Patterson, and Steve Morrison present. Kneisler absent with prior notification.

City Staff present: City Attorney, Pat Walsh; Julie Stutzman, City Clerk; David Wilson, Maintenance Supervisor; and Darrel Manning, Chief of Police.

Others present: Kelly Hurla, Osage County Herald Chronicle; Historic Preservation Partners of Lyndon (HPPL) members Charna Williams, Sarah Walker-Hitt, Colleen Kirsop and Peggy Clark (7:32 p.m.).

2. ADOPTION OF MINUTES OF PREVIOUS MEETINGS:

- a) Cole made the motion to approve the Regular Meeting minutes of August 3, 2015 as written. Watson seconded, motion carried.

3. CONSENT AGENDA:

- a. Approval of Bills: Morrison made the motion to approve the August bills as set forth. Patterson seconded, motion carried.

4. PUBLIC COMMENTS: None.

5. CORRESPONDENCE TO COUNCIL:

- A copy of the letter from Cindy Green with the League of Kansas Municipalities.
- Pledge of Securities from Lyndon State Bank as of August 4, 2015.

6. UNFINISHED BUSINESS:

- a. ORDINANCE NO. 808 - ADOPTION OF 2016 BUDGET: The City Clerk stated the fund numbers for the ordinance coincide with the budget certificate page. After further discussion, Watson made the motion to approve Ordinance No. 808 adopting the 2016 Budget. Cole seconded, motion carried. Council members signed the budget certificate pages and the budget will delivered to the County Clerk.
- b. JONES PARK USE AGREEMENT: The City Clerk stated she just wanted to follow up on the status of the agreement. After further discussion, the consensus of the Council is to set a meeting with the new USD 421 Superintendent to discuss the agreement. Cole reminded the Council that funds are set aside for Jones Park repairs/maintenance in the 2016 budget.

- c. FINANCIAL UPDATES: The City Clerk provided Council with a copy of the trial balance as of July 31, 2015 for city funds. The Council received spreadsheets showing 2015 budgeted amounts for each fund as well as actual expenses, budget remaining and the percent of the budget expended as of July 31, 2015.

7. NEW BUSINESS:

- a) ORDINANCE NO. 807 - ESTABLISHING EQUIPMENT RESERVE FUND: The City Attorney presented a new ordinance establishing the equipment reserve fund as discussed in previous meetings. Patterson made the motion to approve and authorize the Mayor to sign Ordinance 807 establishing an equipment reserve for the City of Lyndon. Cole seconded, motion carried.
- b) BAILEY HOUSE - Historic Preservation Partnership of Lyndon (HPPL): Charna Williams with the HPPL provided Council information sheets on the Bailey House detailing the initial project and progress made since the placement of the house at City Park in 1997.

Peggy Clark stated there is another Heritage Trust Fund Grant available in November and presented information on the grant for Council consideration. She provided a sheet of proposed restoration needs for the Bailey House and the costs associated with each item totaling approximately \$50,400. The grant match is twenty percent and with the City's portion estimated at \$10,080. The City has approximately \$5,493 from the sale of the Bailey House tax credits to put towards the match and this leaves approximately \$4,587 left to fund. Ms. Clark and Mrs. Williams stated the HPPL would hold fundraisers to help with matching funds.

Ms. Clark stated the grant application is due November 3 and the preliminary draft application is due September 1. After further discussion about structural concerns and plans for the house, it was consensus of the Council to move forward with the preliminary grant and to keep the City informed of the grant progress.

8. STAFF REPORTS:

- a) POLICE: The Council received the Officer Activity Report for July/August 2015.
- b) PLANNING AND ZONING: The Planning and Zoning Commission held their meeting on Wednesday, August 5 at 6:30 p.m. The main discussion was about items needed to update the comprehensive plan. The next meeting will be Wednesday, September 2, at 6:30 p.m. at City Hall.
- c) PUBLIC WORKS: Council received the Maintenance Activity report for review.

Patterson asked if the one-way for Safe Routes to School is completed and the Maintenance Supervisor stated he is not satisfied with the signage, however, it will be discussed on Wednesday. The Maintenance Supervisor stated the project is behind on the box culvert extension and may cause it to go beyond the project deadline due to some of the materials not delivered on time. There is still signage and thermal stripping to be done on the project as well as completion of the

switchback on the corner of Eighth and Ash. Due to the weather, a completion date is not set. The Maintenance Supervisor stated a walk-through of the final project will be scheduled at completion and invited the Mayor and Council members to attend.

Watson asked about the insurance on the damaged decorative streetlight on the corner of Sixth Street. The Maintenance Supervisor stated the new light as well as the LED bulb is ordered and the bill will be sent after all final invoicing is received for the parts and shipping.

d) CITY CLERK: Council received a copy of the Clerk's report and discussed it.

e) POOL: The Council received the year-end pool report from manager Lisa Reeser.

9. COUNCIL/MAYOR COMMENTS AND REPORTS:

Cole thanked the Maintenance Supervisor for overseeing the Safe Routes to School project.

10. EXECUTIVE SESSION:

Patterson made the motion to recess to executive session for 15 minutes for non-elected personnel with the City Attorney attending. Cole seconded, motion carried. Council reconvened with no binding action taken.

11. ADJOURNMENT: Cole made the motion to adjourn to Tuesday, September 8, 2015 at 7:00 p.m. for the regular meeting. Watson seconded, motion carried.

Julie Stutzman

City Clerk